

**City of Manchester, New Hampshire  
Board of Fire Commissioners**

***Minutes of the Regular Monthly Meeting***

***Date:*** Tuesday, November 10, 2009

***Location:*** Central Fire Station-100 Merrimack Street

***Board Members Present:*** Commissioners Paul Harrington, Robert Haley and James Triantafillou. Commissioners Timbas and Whitmore were absent. The meeting was called to order at 8:30 am.

***Also Present:*** Chief Burkush, Deputy Goonan, Deputy Campasano District Chiefs O'Reilly, Jody Rivard and Linda Miccio.

A moment of silence was observed.

***Minutes of the Previous Meeting:***

Minutes were accepted by a motion Haley/Triantafillou

***Correspondence:***

Receive and file by a motion Haley/Triantafillou

***Reports:***

Reports accepted by a motion Haley/Triantafillou

***Division Reports:***

**Chief Burkush reported on the following:**

- Fire Prevention Parade was a resounding success with a sprinkler demonstration conducted by Chief Campasano.
- Credit goes to Inspector Mitch Cady and Wynette when she demonstrated her arson detecting skills.
- Firefighter Richard Blanchette retired bringing the number of vacant firefighters to ten.
- Truck 3 remains out of service for repairs.
- Chief Burkush reports that he has had speaking engagements at the Rotary and 100 Clubs.
- The department will brooch the idea of Spring Recruit School with the new BMA.
- Rockingham Ambulance Service is proposing a rate increase.

- Continue to work toward a combined Fire Station with the Town of Hooksett.
- Others future projects are Fire Station Rehabs and the Radio System.

**Deputy Campasano reported on the following:**

See attached report.

**Deputy Chief Goonan reported on the following:**

- Station 8's roof will be repaired.
- New sick leave policy is working successfully.
- Grievance regarding 2 pay steps is still in the arbitrators hands.
- Proposal to change the current fire alarm schedule from 8 hours per shift to 12 hours per shift.
- Recognition of work load to process worker compensation claims by administrative staff.

**District Chief Ed O'Reilly reported on the following:**

See attached report.

**Communications Report**

See attached.

***Old Business:*** None

***New Business:*** There will be no scheduled December meeting.

***Executive Session:*** Not necessary

***Adjournment:*** 9:08 am on a motion Triantafillou/Haley. Next meeting is scheduled for January 12, 2010 at 8:30 am.

Transcribed by Linda Miccio

Respectfully submitted,

Robert Haley, Clerk

**City of Manchester, NH**  
**Board of Fire Commissioners**  
**Meeting Agenda**

Scheduled Meeting Date: Tuesday, November 10, 2009

Scheduled Time & Place: 8:30 AM – Central Fire Station

**Agenda Items:**

- A. Moment of Silence
- B. Review of the minutes of the previous meeting
- C. Reports for the month (distributed at meeting)
- D. Correspondence:
  - 1. Letter of appreciation from Chief Burkush.
  - 2. Letter of retirement from Richard "TJ" Blanchette.
- E. Division Reports:
  - 1. Report from Chief James Burkush.
  - 2. Report from Deputy Chief Nicholas Campasano.
  - 3. Report from Deputy Chief Daniel Goonan.
  - 4. Report from District Chief Ed O'Reilly.
  - 5. Report of the Communications Division.
- F. Local #856 and/or MAFS business:
- G. Old Business
- H. New Business
- I. Executive Session (if warranted)

**James A. Burkush**  
**Chief of Department**



**City of Manchester**  
***Fire Department***

TO: LIEUTENANT LEO ROY  
FROM: CHIEF JAMES A. BURKUSH  
DATE: OCTOBER 5, 2009  
RE: FIRE PREVENTION PARADE

I am taking this opportunity to commend the explorers that participated in this past weekend events.

There assistance at the softball tournament providing sustenance to the spectators was greatly appreciated. At Sunday's events the explorers provided assistance at the breakfast and at the parade and muster. Their assistance was truly appreciated and a positive reflection was demonstrated on the explorer organization as a whole.

Again, thank you!

October 29, 2009

Chief James A. Burkush  
Board of Fire Commissioners  
Manchester Fire Department  
100 Merrimack Street  
Manchester, NH 03101

Dear Chief Burkush:

I wish to retire from the Manchester Fire Department effective October 29, 2009 under the provisions of the New Hampshire Retirement System. Due to my present physical condition, I am unable to continue to give 100 percent to the job. I've always loved being a firefighter for the city of Manchester and am proud to have served on this department for the past 28 years. I want to thank you for all the courtesies that you have extended to me through the years and I will always have fond memories of the time I have spent here.

Sincerely,

A handwritten signature in cursive script, reading "Richard A. Blanchette". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Richard A. Blanchette  
Engine and Truck 5

## MFD

## Manchester Incident Report by type

Alarm Date Between {10/01/2009} And {10/31/2009}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	111	7.45%	\$0	0.00%
	111	7.45%	\$0	0.00%
<b>Fire</b>				
00 Fire, Other	1	0.06%	\$0	0.00%
11 Building fire	10	0.67%	\$291,300	95.61%
13 Cooking fire, confined to container	1	0.06%	\$0	0.00%
31 Passenger vehicle fire	2	0.13%	\$2,000	0.65%
42 Brush or brush-and-grass mixture fire	4	0.26%	\$1,000	0.32%
50 Outside rubbish fire, Other	1	0.06%	\$0	0.00%
51 Outside rubbish, trash or waste fire	2	0.13%	\$0	0.00%
	21	1.41%	\$294,300	96.60%
<b>Overpressure Rupture, Explosion, Overheat(no fire)</b>				
51 Excessive heat, scorch burns with no	2	0.13%	\$350	0.11%
	2	0.13%	\$350	0.11%
<b>Rescue &amp; Emergency Medical Service Incident</b>				
00 Rescue, EMS incident, other	69	4.63%	\$0	0.00%
11 Medical assist, assist EMS crew	37	2.48%	\$0	0.00%
21 EMS call, excluding vehicle accident with	806	54.16%	\$0	0.00%
22 Motor vehicle accident with injuries	47	3.15%	\$10,000	3.28%
23 Motor vehicle/pedestrian accident (MV Ped)	9	0.60%	\$0	0.00%
24 Motor Vehicle Accident with no injuries	40	2.68%	\$0	0.00%
50 Extrication, rescue, Other	1	0.06%	\$0	0.00%
53 Removal of victim(s) from stalled elevator	2	0.13%	\$0	0.00%
63 Swift water rescue	1	0.06%	\$0	0.00%
81 Rescue or EMS standby	2	0.13%	\$0	0.00%
	1,014	68.14%	\$10,000	3.28%
<b>Hazardous Condition (No Fire)</b>				
00 Hazardous condition, Other	2	0.13%	\$0	0.00%
11 Gasoline or other flammable liquid spill	1	0.06%	\$0	0.00%
12 Gas leak (natural gas or LPG)	7	0.47%	\$0	0.00%
13 Oil or other combustible liquid spill	2	0.13%	\$0	0.00%
21 Chemical hazard (no spill or leak)	1	0.06%	\$0	0.00%
24 Carbon monoxide incident	2	0.13%	\$0	0.00%
40 Electrical wiring/equipment problem, Other	2	0.13%	\$0	0.00%
41 Heat from short circuit (wiring),	1	0.06%	\$0	0.00%

## MFD

## Manchester Incident Report by type

Alarm Date Between {10/01/2009} And {10/31/2009}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>Hazardous Condition (No Fire)</b>				
42 Overheated motor	1	0.06%	\$0	0.00%
44 Power line down	4	0.26%	\$0	0.00%
45 Arcing, shorted electrical equipment	5	0.33%	\$0	0.00%
51 Biological hazard, confirmed or suspected	1	0.06%	\$0	0.00%
	<b>29</b>	<b>1.94%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Service Call</b>				
00 Service Call, other	12	0.80%	\$0	0.00%
10 Person in distress, Other	1	0.06%	\$0	0.00%
11 Lock-out	1	0.06%	\$0	0.00%
20 Water problem, Other	2	0.13%	\$0	0.00%
22 Water or steam leak	5	0.33%	\$0	0.00%
31 Smoke or odor removal	2	0.13%	\$0	0.00%
50 Public service assistance, Other	1	0.06%	\$0	0.00%
51 Assist police or other governmental agency	4	0.26%	\$0	0.00%
54 Assist invalid	3	0.20%	\$0	0.00%
55 Defective elevator, no occupants	2	0.13%	\$0	0.00%
61 Unauthorized burning	14	0.94%	\$0	0.00%
71 Cover assignment, standby, moveup	6	0.40%	\$0	0.00%
	<b>53</b>	<b>3.56%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Good Intent Call</b>				
00 Good intent call, Other	61	4.09%	\$0	0.00%
11 Dispatched & cancelled en route	6	0.40%	\$0	0.00%
22 No Incident found on arrival at dispatch	4	0.26%	\$0	0.00%
31 Authorized controlled burning	2	0.13%	\$0	0.00%
50 Steam, Other gas mistaken for smoke, Other	2	0.13%	\$0	0.00%
51 Smoke scare, odor of smoke	19	1.27%	\$0	0.00%
52 Steam, vapor, fog or dust thought to be	4	0.26%	\$0	0.00%
61 EMS call, party transported by non-fire	1	0.06%	\$0	0.00%
71 HazMat release investigation w/no HazMat	3	0.20%	\$0	0.00%
	<b>102</b>	<b>6.85%</b>	<b>\$0</b>	<b>0.00%</b>
<b>False Alarm &amp; False Call</b>				
00 False alarm or false call, Other	5	0.33%	\$0	0.00%
10 Malicious, mischievous false call, Other	5	0.33%	\$0	0.00%
11 Municipal alarm system, malicious false	5	0.33%	\$0	0.00%
12 Direct tie to FD, malicious false alarm	1	0.06%	\$0	0.00%
15 Local alarm system, malicious false alarm	3	0.20%	\$0	0.00%
30 System malfunction, Other	24	1.61%	\$0	0.00%

## MFD

## Manchester Incident Report by type

Alarm Date Between {10/01/2009} And {10/31/2009}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
False Alarm & False Call				
731 Sprinkler activation due to malfunction	1	0.06%	\$0	0.00%
733 Smoke detector activation due to	33	2.21%	\$0	0.00%
734 Heat detector activation due to malfunction	1	0.06%	\$0	0.00%
735 Alarm system sounded due to malfunction	9	0.60%	\$0	0.00%
736 CO detector activation due to malfunction	2	0.13%	\$0	0.00%
740 Unintentional transmission of alarm, Other	7	0.47%	\$0	0.00%
741 Sprinkler activation, no fire -	2	0.13%	\$0	0.00%
743 Smoke detector activation, no fire -	34	2.28%	\$0	0.00%
744 Detector activation, no fire -	9	0.60%	\$0	0.00%
745 Alarm system activation, no fire -	8	0.53%	\$0	0.00%
	149	10.01%	\$0	0.00%
Severe Weather & Natural Disaster				
814 Lightning strike (no fire)	1	0.06%	\$0	0.00%
	1	0.06%	\$0	0.00%
Special Incident Type				
900 Special type of incident, Other	6	0.40%	\$0	0.00%
	6	0.40%	\$0	0.00%
Total Incident Count:	1488	Total Est Loss:	\$304,650	



# NOVEMBER 10, 2009

## TRAINING DIVISION REPORT

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### DEPARTMENT PROVIDED TRAINING

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The following Department training was provided to department personnel:

- |                                      |            |               |                   |
|--------------------------------------|------------|---------------|-------------------|
| ■ NH SCBA familiarization trailer    | 4 classes  | 184 attendees | 368 contact hours |
| ■ BLS for Healthcare Providers       | 4 classes  | 100 attendees | 200 contact hours |
| ■ EMT Modules 1 - 11                 | 41 classes | 316 attendees | 632 contact hours |
| ■ EMT Continuing Education           | 4 classes  | 105 attendees | 210 contact hours |
| ■ In. Response to Terrorist Bombings | 4 classes  | 158 attendees | 632 contact hours |

The Department hosted the NH Fire Academy's SCBA maze trailer in Manchester during the week of October 12<sup>th</sup>. This gave the department the opportunity to provide SCBA confidence training using the new FireHawk SCBA units.

New Mexico Tech presented their 4-hour Incident Response to Terrorist Bombings (IRTB) program on October 29<sup>th</sup> and 30<sup>th</sup>. We offered this program to all personnel and personnel from surrounding communities.

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### EMPLOYEE SELF-DEVELOPMENT

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The following programs were or are being utilized by Department members for employee development:

- New Mexico Institute of Mining & Technology – 32-hour Incident Response to Terrorist Bombings, Energetics Materials Research and Testing Center– 2 members completed, 3 members currently attending and 6 members enrolled to attend in 2010.
- New Hampshire Fire Academy – Engine and Truck Company Operations 11/9 & 10. – 3 members attending.

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### EMERGENCY MEDICAL TECHNICIAN RECERTIFICATION

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The 2009 EMT refresher training program is proceeding on schedule and nearly complete. The final step in the recertification process is the NH Practical exam, which is scheduled to begin on November 21<sup>st</sup> and continue throughout December.

Safety Committee Meeting Minutes  
October 5, 2009  
Meeting called to order at 9:00am  
**UNOFFICIAL**

Motion to accept last months minutes was made and unanimously approved.

**Members Present**

District Chief Pelletier

Lt. Parent

Lt. Veilleux

Fire Training Instructor Bob Field

Lt. Couture

Chief Burkush

Deputy Chief Campasano

Deputy Chief Goonan

**Old Business**

The solving of the roof leak issues at Station 8 is under way.

Engine 8's Aerial Ladder is going to be repaired.

Rescue 1 is progressing. Chief Gamache and Keith have been to the factory for the pre-build meeting.

**New Business**

A factory representative will be looking at Truck 6 to determine the best course of action to replace hydraulic cables, etc. on the boom.

A discussion was held about drivers being sent with Trucks when the company is being reassigned to cover an "out of service" truck. This should be a driver, not the junior man.

A discussion was held about creating assigned driving positions.

Issues to be looked at are:

Testing

Seniority

Training

Ongoing Certification

Truck 1 is O.O.S. for a limit switch issue. Expected to be one day.

A discussion was held about Boat Operation on the Merrimack. Boats should be the last option. Risk benefit analysis prior to launch is crucial.

An inquiry was made about issuing Extrication Gloves to members on Engine 9 and Truck 1. It was agreed to go forward as the budget permits.

There have been some issues with the O-Rings on the High pressure Connection of the SCBA. It appears that the high pressure connection may loosen during routine use. Attention should be paid to this connection during daily checks.

Meeting Adjourned at 10:00a.m.  
Robert Field

**NEXT MEETING WILL BE HELD AT CENTRAL ON TUESDAY, November 10,  
2009 AT 9:00 AM**

Fire Commission Meeting  
Report from the Fire Prevention Bureau  
Tuesday November 10, 2009

**Pump Service Test Results:** Final compilation for the pump service test results and re-tests for 2009 have been completed and attached to this report. E-mail copies have been forwarded to all house Captains for review.

**New Hampshire Institute of Art:** The property at 88 Lowell Street has passed inspection and awarded a certificate of occupancy as a mixed use college dormitory, office and educational space through our Bureau. This project included a third party review by Cummings & Associates, fire protection engineers out of Bow, New Hampshire. The size of the new building along with protecting the existing historic brick structure made this project especially challenging. Bob Cummings was with this from plan reviews to substantially completed walk through and final inspection. The third party effectively works for us and is paid for by the property owner. There were some points of discussion concerning design and protection alternatives and these areas were managed by our team. It is our understanding that this landmark downtown building is now the administrative flagship property for the New Hampshire Institute of Art.

**Fire Prevention Parade and Events:** Office critique during our October staff meeting confirmed to us what we had planned and expected. A productive day of fire apparatus reviews, education and events that we would match up against any year since the Fire Prevention day was introduced. The brief memorial wall remembrance ceremony was meaningful and appropriate. We would like to consider expanding on that idea for next years parade.

**Accelerant Detection Canine:** Program moving forward with fire investigative work and accelerant detection canine demonstrations. The longer we have this dog the more comfortable we are with sharing office space, calling in for scene work and acceptance as part of our fire prevention team. Detection of accelerants and gathering the material is as important as eliminating those chemicals as the source. This would move us more quickly to our goal of determining origin and cause.

**School Drills:** First two months of the conventional school year have been posted as complete and because day care facilities run year round we consider the school year for our purposes to be August 1 through July 31. This year we drill 83 facilities monthly divided geographically by 12 companies. Engines 2 through 11 + Truck 1 and Truck 7. Truck 7 has assumed Engine 1 drill responsibility and Rescue 1 has not been assigned.

Edward O'Reilly  
Chief of Fire Prevention

Manchester Fire Department  
Pump Service Test Results  
August 10 through August 14, 2009

<u>Pump</u>	<u>Operator</u>	<u>Year</u>	<u>Odometer</u>	<u>Engine - RPM</u>					<u>Engine water (coolant) temp.</u>				<u>Engine oil pressure</u>			
				<u>150psi</u>	<u>165psi</u>	<u>200psi</u>	<u>250psi</u>		<u>150psi</u>	<u>165psi</u>	<u>200psi</u>	<u>250psi</u>	<u>150psi</u>	<u>165psi</u>	<u>200psi</u>	<u>250psi</u>
Engine 1	Rob Biron	2004	39,387													
Engine 2	Ed Roy	1996	48,060	1700		1531	1710		225		205	205	39	39	39	40
Engine 3	Joe Robert	1995	84,052	1560	2150	1550	1680		195	210	205	205				
Engine 4		2009														
Engine 5	Roland Ducharme	2002	49,050													
Engine 6	Mike Jacobs	1990	82,911													
Engine 7	Chris Grover	1996	65,131	1540	1650	1560	1660		195	225	220	210	38	36	35	35
Engine 8	Bruce Bouchard	2003	44,301	1522	1709	1527	1665		186	187	186	183	34	34	35	35
Engine 9	Steve Pearson	2009	9,713	1473	1805	1523	1640		181	185	185	183	36	35	34	35
Engine 10	Joe Beaudin	1993	107,304	1450	1500	1524	1395		190	225	225	205	38	38	38	38
Engine 11	Keith Foster	1990		1700	1800	1850	1700		195	205	200	195				
Engine 12		1987														
Engine 13	Mike Lescatre	1987	66,531		1750	1780	1900		190	180	180	182	28	28	25	25
Engine 14		1987														

All pumps are 2000 GPM; Except for Engines 6, 11, 13 (1250) and Engine 10 (1500)

All pumps are single stage except for Engines 6, 10 and 11

Capacities for 150 and 165psi = 100% of rated capacity.

Capacities for 200psi = 70% or 1400GPM for 2000 pumps, 1050GPM for the 1500 pump and 875GPM for the 1250s

Capacities for 250psi = 50% or 1000GPM for 2000 pumps, 750GPM for the 1500 pump and 625GPM for the 1250s

The 1990 Engine 6 has not been renumbered. Engine 1 and Engine 6 are considered in their old positions for comparison purposes this year.

Engine 4 will be delivered sometime this year.

Engines 12 and 14 will not be tested. This equipment is scheduled for removal from our roster.

Engine 5 failed for rated capacity at 150psi test.

Engine 1 failed for rated capacity at 150psi test.

Engine 6 failed for rated capacity at 150psi test.

Pressure relief valve, or pressure control through engine governor, on all passing pumps were within 15psi + or ( - ) and accepted.

# **Communications Division Fire Commission Briefing 2009**

Next Listed Agent Class is scheduled for November 18, 2009. Applications are being accepted at this time. Active Listed Agents are 636.

Approximately 28 fire alarm inspections have been conducted in the past month.

Approximately 55 work orders completed in the past month.

Radio Boxes in Service	6
Central Station in Service	22

Radio Repair Report from 10/1/09-11/6/09

Total Radios Repaired is 41. 02 Console/Base, 03 Mobile, 28 Portables, 08 Vehicles.

Updates:

Communications is seeking proposals from other vendors along with Harris for updating/replacing the City of Manchester's radio system.

King Fisher representatives have surveyed our dispatch center and would like to donate two radio box receivers and two box printers.

Plans are being made for the installation of equipment in the recently ordered Ford Expeditions.

The Communications Division now processes its own radio batteries for recycling. The Highway Department contacted us regarding having our own recycle box.

The two portable radios reported missing last month have been turned in. A radio that is reported missing is disabled via the radio system and can not be used to transmit or monitor.

## **Fire Alarm notes:**

Home Depot has been in contact with us to replace the existing system.

Ongoing monitor installation of apartment buildings

11/9/2009

## **State Interoperability**

The State Interop. Committee finally gave us a verbal approval for the Fire and Police gateway frequencies, allowing us to continue the order process for the base stations needed to operate on these frequencies.

Gateway frequencies are radio channels that "out of town" emergency personnel can contact police or fire via the Interoperability Radio.

The state has received funding to reprogram over 13,000 interoperability radios with updated frequencies. A list of the 282 radios maintained by the Communications Division has been forwarded to the Department of Safety for review. No date has been set for this reprogramming process.

We are assisting the Manchester Airport with allocating three radio channels in the State Interoperability Radios.